DP/1997/CRP.21
10 July 1997

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Third regular session 1997
15-19 September 1997
Item 1 of the provisional agenda

DRAFT WORK PLAN FOR THE EXECUTIVE BOARD IN 1998

INTRODUCTION

1. In its decision 96/25, the Executive Board decided, inter alia, to introduce an annual work plan for the Executive Board. The present document contains a list of priority issues for UNDP and UNFPA for 1998, and proposes a draft work plan for the Executive Board, taking into account these priority issues as well as the legislation and guidelines established by the Executive Board. The draft work plan will be revised as needed on the basis of discussions to be held at the third regular session 1997 of the Executive Board and the outcome of the process of the United Nations reform. It will then be submitted for adoption by the Board at the first regular session 1998.

UNDP

2. For UNDP, the biennium 1998-1999 will be one of implementation and consolidation of legislation adopted and initiatives taken during the current biennium. Priority will be given to implementation of the change management process and the new programming framework, as well as the mobilization of support and resources for poverty eradication programmes. Within the change management process, the focus will be on three major areas: enhanced country focus; effectiveness and impact; and efficiency, accountability and good management.

3. As decided by the Executive Board in 1996, the reports on special funds managed by UNDP are considered on a rotational basis. In 1998, it is proposed that the Board review the report on the United Nations Volunteers.

UNFPA

4. UNFPA priorities for 1998 are fivefold. First, there will be a focus on increasing the Fund's resource base on a more predictable, assured and continuous basis so that UNFPA can continue to carry out its part in implementing the Programme of Action of the International Conference on Population and Development (ICPD). The international donor community and the Fund are faced with the challenge of meeting the commitment that developing countries have shown to achieving the goals of the ICPD in increasing their own domestic resources for population and reproductive health activities.

5. Second, UNFPA will continue evaluating and strengthening the effectiveness of its programmes. The year will be marked by regional, thematic and country reviews of programme experience in implementing the ICPD Programme of Action and in preparing for the proposed "ICPD+5" in 1999.

6. Third, UNFPA will continue to focus on implementing its new programme priorities and the new approach for resource allocation. In this context, special emphasis will be placed on expanding decentralization; strengthening internal oversight, audit and accountability; re-orienting UNFPA staff training; and streamlining UNFPA financial planning and monitoring systems.

7. A fourth priority will be to improve the manner in which the Fund's programmes address absorptive capacity and resource utilization in programme countries. UNFPA will make recommendations on concrete operational measures based on the findings of a study UNFPA is conducting on these topics for presentation to the Executive Board at its annual session 1998.

8. Fifth, in 1998, UNFPA will give special attention to its intensive collaboration in the implementation of the Secretary-General's reforms of the United Nations system, as defined in Track 1 announced on 17 March 1997 and to be further developed in the context of Track 2 measures to be announced on 16 July 1997. Key areas of interest to UNFPA among the Track 1 measures designed to strengthen harmonization and coordination of development cooperation activities will be the system-wide efforts to enhance common data systems and common country assessments and to implement the concept of the United Nations Development Assistance Framework (UNDAF).

9. In order to facilitate the task for delegations and for the secretariats of UNDP and UNFPA, it is proposed to specialize further the sessions of the Executive Board. Thus, the first session of the Board would focus on UNDP matters and the second session on UNFPA issues. However, country cooperation frameworks and country programmes would be considered at either session, as they become available. All sessions will contain a UNDP/UNFPA joint segment on common issues. Consideration of the reports of UNDP and UNFPA to the Economic and Social Council would be scheduled for the second regular session, so that they would meet the deadline for submission can be submitted on time for the July session of the Economic and Social Council.

Annex 1

UNDP PRIORITY ISSUES FOR 1998

ISSUE	FOLLOW-UP	REPORT TYPE	SESSION
A. Implementation of UNDP 2001	Implementation of UNDP 2001 (97/15 para 21)	Oral	First & annual
	Interim report on implications of subregional resource facilities (97/15 para 16)	Official	Annual
	Guidelines on national execution and role of UNDP in programme implementation (97/15 para 23)	Official*	First
B. Implementation of the new programming framework	Implementation strategy papers for each regional cooperation framework, including timetable for mid-term review and methodology	Official	First
	Review of implementation of new programming cycle	Official	Third
	Enhanced delivery	Official	Third
C. Ensuring programme quality	Narrowing the focus: analysis of and follow-up to September 1997 workshop	Official	First
D. Funding strategies and outreach	Core resources and funding strategy options	Official	First
	Review of round-table process	Official	First
	Review of non-core resources modality, including resource mobilization in the field (dec. 96/44 & 97/15 para.23)	Official*	First
	Communication and information policy	Official	Annual

* To be included in report on follow-up to decision 96/44

Annex 2

UNFPA PRIORITY ISSUES FOR 1998

ISSUE	FOLLOW-UP	REPORT TYPE	SESSION
A. Increase resource base	Further develop resource strategy	Official*	Annual
	Explore innovative funding mechanisms		
	Explore ways to ensure stable, predictable income		
B. Operationalization of core programme areas	Focus on adolescent reproductive health	Official*	Annual
	Implement information strategy and advocacy activities	Oral	Annual
	Translate into specific activities at country level	Official**	Second/ third
	Promote involvement of national non-governmental organizations	Official*	Annual
	Conduct thematic and programme evaluations	Official	Annual
C. Implementation of resource allocation approach	Country programming process	Official**	Second/ third annual
D. Strengthening of internal oversight, audit and accountability	Increase number and quality of management audits and policy application reviews	Official*	Annual
E. Preparations for ICPD + 5	Status report on preparations	Official***	Second/ annual
F. Study of absorptive capacity and resource utilization in programme countries	Recommendations on concrete operational measures	Official	Annual

* Reported on in the context of the annual report
** Reflected in country programmes and in the annual report
*** May be taken up at the second regular session and/or annual session

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Annex 3

EXECUTIVE BOARD OF UNDP/UNFPA
DRAFT WORK PLAN 1998

Table 1. First regular session 1998 (19-23 January 1998

(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1998/L.1)	A		Provisional agenda, annotations, list of documents
	Official	A	½ day	Report on the third regular session 1997
	Official	I		Decisions adopted by the Executive Board in 1997
				Annual work plan 1998 for UNDP/UNFPA Executive Board
				UNFPA/UNDP SEGMENT
2			½ day	Updated overview of implementation of recommendations of the Board of Auditors (97/2 and 97/3)
				UNDP SEGMENT
				UNDP 2001:
3	Oral	I	½ day	Follow up to 97/15 - Progress report
	Official	A		Narrowing the focus
4				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
				Country cooperation frameworks
	Official	A	1½ days	Implementation strategy papers for RCFs (including timetable for mid-term review and proposed methodology) (97/9)
				Assistance to Myanmar (96/1)
5	Official	I	½ day	UNITED NATIONS VOLUNTEERS

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Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
6				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I	1 day	Review of modalities of non-core resources (96/44) including follow-up to 97/15 para. 23 (guidelines on national execution and role of UNDP in implementation)
	Official			Core resources and funding strategy options
	Official	I		Review of round-table process
7			½ day	OTHER MATTERS

Abbreviations: A = action; CRP = conference room paper; and I = information.

Table 2. Second regular session 1998 (20-24 April 1998)

(3 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1998/L.2)	A		Provisional agenda, annotations, list of documents
	Official	A	½ day	Report on the first regular session 1998
				Decisions adopted by the Executive Board at its first regular session 1998
				UNDP/UNFPA SEGMENT
2			½ day	REPORTS TO ECOSOC
				UNFPA SEGMENT
3	Official	A	1½ days	Country programmes and related matters
4			½ day	OTHER MATTERS

Abbreviations: A = action; CRP = conference room paper; and I = information.

Table 3. Annual session 1998 (8-19 June 1998)
(10 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1998/L.3)	A		Provisional agenda, annotations, list of documents/work plan
	Official	A	½ day	Report on the second regular session 1998
				Decisions adopted by the Executive Board at its second regular session 1998
				UNDP SEGMENT
2				ANNUAL REPORT OF THE ADMINISTRATOR
	Official	A		Introduction by the Administrator
	Official	A		Main programme record, including reporting on special funds
	Official	I		Assistance to the Palestinian people
	Official	I	2½ days	NADAF and the Special Initiative for Africa
		I		Reports of the Joint Inspection Unit
		I		Statistical annex
3	CRP			UNDP 2001: Follow up to 97/15 para 16 (Interim report on SURFs)
4	Official	I	½ day	EVALUATION
5	Official	I	½ day	COMMUNICATION AND INFORMATION POLICY Follow up to 97/17 (para 10)
6			½ day	UNITED NATIONS OFFICE FOR PROJECT SERVICES
	Official	A		Report on the United Nations Office for Project Services (96/33)
				UNDP/UNFPA SEGMENT
7	Official	A	½ day	Reports on internal oversight
				UNFPA SEGMENT
				REPORT OF THE EXECUTIVE DIRECTOR FOR 1996
8		I	1½ days	Programme priorities - continuing implementation of the ICPD; reports on Global Contraceptive Programme, Global Initiative on Contraceptive Requirements, and Technical Support Services
	Official	I		Regional overview of activities
	Official	I		Statistical summary of year's activities

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
			½ day	Resource mobilization
9	Official	A		REPORT ON ENHANCING ABSORPTIVE CAPACITY (DECISION 96/27)
10	Official	A		WORK PLAN AND REQUEST FOR PROGRAMME EXPENDITURE AUTHORITY
11	Official	I	2½ days	STATUS OF FINANCIAL IMPLEMENTATION OF COUNTRY PROGRAMMES
12	Official	I		PERIODIC REVIEW ON EVALUATION (DECISION 82/20)
13	Official	I		REPORT ON PROCEEDINGS OF THE COORDINATING COMMITTEE ON HEALTH
				UNFPA Information & Communication Strategy: Implementation of decision 97/13
14			½ day	OTHER MATTERS

Abbreviations: A = action; CRP = conference room paper; I = information; and ICPD = International Conference on Population and Development.

Table 4. Third regular session 1998 (14-18 September 1998)
(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1998/L.4)	A		Provisional agenda, annotations, list of documents
	Official	A	½ day	Report on the annual session 1998
				Decisions adopted by the Executive Board at the annual session 1998
	CRP	I		Outline for Executive Board work plan 1998
				UNDP SEGMENT
2				UNDP 2001 : Progress report
3				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I		Annual review of the financial situation 1997
	Official	I	1½ days	Activities of Inter-Agency Procurement Services Office
				Subcontracts awarded and major equipment ordered
4	Oral			UNIFEM (97/18)
5				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Official	A	½ day	Review of implementation of the new programming cycle
6				UNOPS: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	A	½ day	Revised budget estimates for the biennium 1996-1997
	Official	I		Audit reports
				UNFPA SEGMENT
7				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I	1 day	Annual financial review, 1997
8				PROGRAMME-LEVEL ACTIVITIES
	Official	A	½ day	South-South cooperation ("Partners in Population and Development")
9	Official	I		COUNTRY PROGRAMMES
10			½ day	OTHER MATTERS, including field visits

Abbreviations: A = action; CRP = conference room paper; I = information; and UNOPS = United Nations Office for Project Services.